

Appendix M

RWSP Reporting Policies

RWSP Reporting Policies

A. The executive shall review the implementation of the RWSP on a regular basis and submit the following reports to council and the RWQC:

Note: These policies were adopted by Ordinance 15384 in March 2006.

Reporting Policies	How Implemented in 2004–2006
<p>A. Regional wastewater services plan annual report. The executive shall submit a written report to the council and RWQC in September each year until the facilities identified in the RWSP are operational. This report, covering the previous year's implementation, will provide the following:</p> <ol style="list-style-type: none"> 1. A summary of activities for each major component of the RWSP, including treatment, conveyance, infiltration and inflow, combined sewer overflows, water reuse, biosolids and highlights of research and development projects underway and proposed for the coming year; 2. Details on each active RWSP project in the capital budget, including a project summary, project highlights, project issues, upcoming activities, schedules, an expenditures summary including staff labor and miscellaneous services, a description of adjustments to costs and schedule and a status of the projects contracts; 3. A status of the odor prevention program, including a listing and summary of odor complaints received and progress on implementing odor prevention policies and projects; 4. A summary of the previous year's results for the comprehensive water quality monitoring program; 5. A review of the plan elements, including water pollution abatement, water quality, water reclamation, Endangered Species Act compliance, biosolids management and variability of quality over time, wastewater public health problems, compliance with other agency regulations and agreements, to ensure it reflects current conditions; and 6. An update of anticipated RWSP program costs through the year 2030 	<p>The RWSP annual reports are submitted to the King County Council in September to cover the previous year's implementation and include information on the items listed in 1 through 6 of this policy. The King County Executive has transmitted an annual report to the King County Council every year since the year 2000.</p> <p>The elements of the RWSP 2006 annual report are included in the <i>RWSP 2006 Comprehensive Review and Annual Report</i>.</p>
<p>B.1. Comprehensive regional wastewater services plan review. The executive shall submit a written report to council and RWQC</p>	<p>The <i>RWSP 2006 Comprehensive Review and Annual Report</i> is the second RWSP comprehensive review and covers implementation of the RWSP from 2004 through</p>

Reporting Policies	How Implemented in 2004–2006
<p>that provides a comprehensive review of the RWSP. The report will review the following:</p> <ul style="list-style-type: none">a. assumptions on the rate and location of growth, the rate of septic conversions and the effectiveness of water conservation efforts;b. phasing and size of facilities; andc. effectiveness of RWSP policies implementation, for infiltration and inflow reduction, water reuse, biosolids, CSO abatement, water quality protection, environmental mitigation and public involvement; <p>2. The next comprehensive regional wastewater services plan review is due in September 2007. Subsequent reports will be prepared every three to five years as established by the council and RWQC following their review of the current report. The specific due date will be based upon the availability of necessary information, the completion of key milestones, and the time needed to collect and analyze data. The executive may recommend policy changes based on the findings of the report and other information from changing regulations, new technologies or emerging or relevant factors;</p> <p>3. The comprehensive regional wastewater services plan review will include all elements of the RWSP annual report, replacing it for that year.</p> <p>C. Brightwater monthly report. The executive shall prepare a monthly report to council for the Brightwater project based on a reporting format approved by motion by the King County council. The reporting format shall include a project summary, project highlights, project issues, upcoming activities, schedules, an expenditures summary including staff labor and miscellaneous services, a description of adjustments to costs and schedule and a status of the project's contracts. This report will be distributed electronically and will continue until Brightwater becomes operational.</p>	<p>2006. The first RWSP comprehensive review (<i>2004 RWSP Update</i>) covered RWSP implementation from 1999 through 2003.</p> <p>The Brightwater monthly report is made available to the King County Council electronically in the format that was approved by Motion 12189 in August 2005.</p>
<p>D. Operational master plan. The RWSP Operational Master Plan that was adopted by council in December 1999 shall be updated on a regular basis in conjunction with policy revisions to the RWSP.</p>	<p>The Wastewater Treatment Division (WTD) anticipates completing an update to the OMP in the second quarter of 2008.</p>